



**EXECUTIVE COMMITTEE
FINAL MINUTES**

October 25, 2012

9:00 A.M. – 10:00 A.M.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 410
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on Thursday, October 25, 2012, at the ADDPC office, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
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Will Humble, Chairperson Karla Phillips, Teleconference	Tom Uno, Teleconference John Black
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Staff/Guests Present	Members Absent
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Larry Clausen, ADDPC Marcella Crane, ADDPC Lani St. Cyr, ADDPC Michael Leyva, ADDPC	Ed Myers
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A. Call to Order

Chairperson Will Humble welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 9:05 a.m.

B. Approval of Meeting Minutes

The minutes from the September 19, 2012 Executive Committee meeting were reviewed. Karla Phillips asked for a correction to the minutes pertaining to Item E, "Government Liaison-Traaen & Associates", where she abstained from voting. Larry explained that the minutes taken during the September 19th meeting did not record any members abstaining from the final vote.

- A Motion was made by Will Humble to approve the September 19, 2012 Executive Committee Meeting minutes with a correction reflecting Karla Phillips abstaining from voting on Item E, Government Liaison – Traaen & Associates".
- The Motion was seconded by John Black
- The Motion carried.

C. “Self-Employment Leads to Freedom (SELF) Project

John Black provided a summary on this project which was developed as a Request for Grant Application (RFGA) to accept competitive proposals. Based on the Home Baked and Confectionary rules established by the Arizona State Legislature, Project SELF seeks to assist persons with developmental disabilities in building entrepreneurial skills with increased capacity to operate an income generating small business. The successful bidder was Southwest Autism Research & Resource Center (SARRC) which currently operates employment programs utilized by clients such as *Beneficial Beans Café* and *Culinary Works*. SARRC intends to recruit, train, support and retain a minimum of 30 individuals with Autism Spectrum Disorder in the project. During discussion a question was raised about why the project was limited to persons with autism. It was noted that while the RFGA hoped to generate an array of applications addressing different developmental disabilities, the SARRC proposal was the sole respondent addressing application requirements. It was observed that SARRC proposal was well done and that based on their existing infrastructure was likely to meet all goals and objectives set forth in the application. Members indicated that they would be interested in viewing other self-employment concepts that could be developed and released as future RFGA postings.

- A Motion was made by Tom Uno to approve funding for the SELF Project in the amount of \$91,568.
- John Black seconded the Motion.
- The Motion carried.

D. “Project SEARCH – Year 3 Renewal

John Black spoke to this item which proposes funding to continue Project SEARCH in Maricopa County. Discussion was held on the progress of the activities over the last year, and it was noted that Medtronic has agreed to serve as the placement site for interns. Delays have been noted in getting the project rolled out, but new implementation dates appear to be solid. Sustainability for the project after 3rd year funding ends will be critical and the issue will be communicated to the Sonoran University Center for Excellence in Developmental Disabilities which serves as the grantee.

- A Motion was made by John Black to approve third year funding for Project SEARCH in the amount of \$42,866.
- The Motion was seconded by Will Humble.
- The Motion carried.

E. Institute for Human Development – Self-Advocacy Statewide Survey

Tom Uno led discussion on this project which will augment the Self-Advocacy Project (SAP) approved by the Executive Committee on July 13, 2012. SAP will be released as a Request for Grant Application (RFGA) with the intent of generating interest and a response of multiple applications. It was determined that providing supplemental information will be essential in attracting qualified participants to the grant application process. Tom Uno explained that the statewide survey will identify self-advocacy groups in Arizona to detail active membership, products, community partnerships, impact, structure and resources.

The data developed will be attached to the Self-Advocacy RFGA and will also be published and posted on the Council website.

- A Motion was made by John Black to approve \$15,215 in funding to the Institute for Human Development to complete a statewide survey of existing self-advocacy services that support developmental disability issues.
- The Motion was seconded by Will Humble.
- Tom Uno abstained from voting.
- The Motion carried.

F. Tatro Consulting

Larry Clausen explained the request for funding Tatro Consulting which will include three components consisting of (1) completion of the annual December 2012 telephonic focus group required by the Administration on Intellectual and Developmental Disabilities, (2) meeting with the three Standing Committees in February 2013 to review their specific objectives related to the three goals established in the 5 Year State Plan and (3) facilitating the annual Council retreat in March where recommendations made by the Standing Committees will be presented allowing the Council to vote on changes to the Plan. Larry noted that Tatro Consulting has worked with the Council extensively over the last two years and has been involved in planning and facilitating annual retreats as well as developing the Five Year State Plan in 2010-11.

- A Motion was made by John Black to approve funding Tatro Consulting in the amount of \$8,850
- Will Humble seconded the Motion.
- Motion carried.

G. Paid Student Internships

Since 2010 the Council has been involved with *Interns in Action*, a student intern program operated by the Arizona Department of Administration. Interns in the program are enrolled in community colleges, colleges and universities and complete internships to meet academic and personal goals. The Council has utilized students (4) to provide them with exposure to issues pertaining to developmental disabilities while benefiting from work provided to assist in Council activities. Interns up to this point have been unpaid, since hours dedicated were used in partially meeting federal match requirements. However, with the awarding of larger amounts of projects, grantees have contributed larger sources of match which has relieved the Council from reliance on student interns. The move to paid student interns will allow for greater selectivity of qualified students who can offer greater technical support to the Council. The Council will use a state contracted temporary agency as the resource for hiring and paying interns. Larry Clausen indicated that he's spoken with the Department of Economic Security Procurement Office and they've approved use of the state contractor. During discussion, it was suggested that organizations that involve persons with developmental disabilities in educational and employment projects be advised of the paid student intern program to make opportunities for their involvement available.

Larry Clausen explained that the amount requested for the program is calculated for a total of 1040 hours of paid time to be available during the 12 month period commencing upon approval by the Executive Committee.

- Will Humble made a Motion to approve the Paid Internship proposal in the amount of \$14,000.
- The Motion was seconded by Tom Uno.
- Motion carried.

H. Call to the Public No public representatives were present.

I. Adjourn

- A Motion was made by John Black to adjourn.
- The Motion was seconded by Tom Uno.
- Motion carried and the meeting was ended at 10:00 A.M.